**Updated COVID-19 Safety Protocol: Mask-Wearing, Screening, and Testing**

**In accordance with Executive Order (EO) 13991, federal agencies comply with COVID-19 guidance from the Centers for Disease Control (CDC), M-21-15 on COVID-19 Safe Federal Workplace, and the Safer Federal Workforce Task Force (SFWTF). Based on guidance from the SFWTF, agencies should establish a COVID-19 screening and testing program by February 15, 2022 for anyone who wishes to access a federal facility that are not fully vaccinated.[[1]](#footnote-2) Additionally, the SFWTF has provided** [**initial implementation guidance**](https://www.saferfederalworkforce.gov/downloads/COVID-19%20Community%20Levels_Initial%20Guidance%20for%20Federal%20Agencies_20220228.pdf) **regarding mask-wearing, screening, and testing based on COVID-19 community levels. Based on the updated SFWTF guidance, the CFPB will be making the following updates to their health and safety protocol.**

**Federal Agency Protocols for Mask-Wearing, Screening, and Testing**

The CFPB will update their COVID-19 health and safety protocols for mask-wearing, screening, and testing based on COVID-19 Community Levels as outlined by the CDC. The CDC has provided [county-level data](https://www.cdc.gov/coronavirus/2019-ncov/your-health/covid-by-county.html) showing the COVD-19 Community Level for each county in the United States. The CFPB will utilize the county-level data to determine the mask-wearing, screening, and testing requirements based on the locality of the CFPB facility. Based on the county-level data, the CFPB will update their health and safety protocol based on the below:

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| **Mask-Wearing, Screening, and Testing Protocols Based on COVID-19 Community Levels** |
| When the COVID-19 Community Level is **LOW** in the county where a CFPB facility is located | * **Mask-Wearing**: CFPB will not require individuals to wear masks in CFPB facility, regardless of vaccination status.
* **Screening Testing**: CFPB will not utilize their screening testing protocol in CFPB facility.
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| When the COVID-19 Community Level is **MEDIUM** in the county where a CFPB facility is located | * **Mask-Wearing**: CFPB will not require individuals to wear masks in CFPB facility, regardless of vaccination status.
* **Screening Testing**: CFPB will utilize their screening testing protocol in CFPB facility, consistent with their health and safety protocols established for screening and testing that align with guidance from the Safer Federal Workforce Task Force.
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| When the COVID-19 Community Level is **HIGH** in the county where a CFPB facility is located | * **Mask-Wearing**: CFPB will require individuals to wear masks in CFPB facility, regardless of vaccination status and consistent with CDC and Task Force guidance on mask-wearing.
* **Screening Testing**: CFPB will utilize their screening and testing protocol in CFPB facility, consistent with their health and safety protocols established for screening and testing that align with guidance from the Safer Federal Workforce Task Force.
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In the event a locality imposes more protective pandemic-related safety requirements, the CFPB will follow those requirements in the applicable CFPB facility.

**Mask-Wearing**

Based on the COVID-19 Community Levels for the locality in which there is a CFPB facility, the CFPB will update their health and safety protocol to require federal employees, contractors, and visitors to wear a [CDC-approved face mask](https://www.cdc.gov/coronavirus/2019-ncov/prevent-getting-sick/types-of-masks.html) when the community level is “high.” When the community level is “low” or “medium,” face masks will be optional (not required) in the CFPB facility.

**Screening and Testing[[2]](#footnote-3)**

The CFPB will implement or terminate the screening and testing process for a CFPB facility based on the COVID-19 Community Levels in the locality where the CFPB facility is physically located.. The process is based on a questionnaire accessible by CFPB issued iPhones (https://www.cfpb.gov/screening), iPad kiosk (at 1700 G Street only), and QRCode (for access on personal mobile devices). The questionnaire will be required to be completed each day an individual (e.g. federal employee, contractor, or visitor) wishes to access the CFPB facility and may be completed prior to arrival at the facility (no earlier than 12 AM the same day). The questionnaire is based on the screening questions developed by the [Centers for Disease Control](https://www.cdc.gov/screening/) and provides a color-coded result based on an individual’s responses.

Based on the color-coded result, the following actions will take place upon requesting access to a CFPB facility or situation:

* **At the 1700 G Street Facility** - Upon entry, the individual will be required to show the screen (and negative COVID-19 test result, if applicable) to the Security Officer at one of the lobbies or garage entrance. The following actions will be taken based on the color-coded result:
	+ If an individual receives a “green” screen, they will be granted access to the CFPB facility. Individuals will be required to show the “green” screen result each time they access the CFPB facility during the same day.
	+ If an individual receives an “amber” screen, they will be required to provide proof a negative COVID-19 test result that indicates a collection date within the last 3 calendar days to the Security Officer (at G Street) to gain access to facility. The test result will be maintained by the individual, the Bureau will not maintain any test records. Individuals that provide a test result other than negative or beyond the last three days will not be permitted access to the CFPB facility. They will be required to telework or take leave for the remainder of the day and asked to repeat the testing for future access. Individuals who have recently contracted COVID-19 may produce a positive test result and should contact re-entry@cfpb.gov for guidance.
	+ If an individual receives a “red” screen or refuses to complete the questionnaire, they will be denied access to the CFPB facility. If the individual is a federal employee or contractor working for the CFPB, they will be required to telework or take leave for the remainder of the day.
* **In the Regional Office** – At this time, the protocols would require individuals to complete the screening process before accessing the regional office. Individuals will be required to show the screen (and negative COVID-19 test result, if applicable) to a designated CFPB official via a video (e.g. through Microsoft Teams, WebEx, or similar video means that are not recorded/stored). The following actions will be taken based on the color-coded result:
	+ If an individual receives a “green” screen, they will be granted access to the CFPB regional office. Individuals will be required to show the “green” screen result each time they access the CFPB regional office during the same day.
	+ If an individual receives an “amber” screen, they will be required to provide proof a negative COVID-19 test result that indicates a collection date within the last 3 calendar days to the CFPB official to gain access to the regional office. The test result will be maintained by the individual, the Bureau will not maintain any test records. Individuals that provide a test result other than negative or beyond the last three days will not be permitted access to the CFPB facility. They will be required to telework or take leave for the remainder of the day and asked to repeat the testing for future access. Individuals who have recently contracted COVID-19 may produce a positive test result and should contact re-entry@cfpb.gov for guidance.
	+ If an individual receives a “red” screen or refuses to complete the questionnaire, they will be denied access to the CFPB regional office. If the individual is a federal employee or contractor working for the CFPB, they will be required to telework or take leave for the remainder of the day.
* **Travel and/or On-site Exams** (TBD) – At this time, the CFPB does not permit travel except in mission-critical situations and virtual exams are taking place. When travel and/or on-site exams resume, the CFPB will update the health and safety protocol in accordance with CDC, SFWTF, and other applicable guidance.

Approved COVID-19 Testing Methods for those Not “Fully Vaccinated” [[3]](#footnote-4)

CFPB federal employees may utilize duty time (including duty time while on official travel) to be COVID-19 tested in relation to the health and safety protocol. CFPB federal employees may be reimbursed for reasonable travel costs associated with obtaining a COVID-19 test as it relates to health and safety protocol, but should submit a request to re-entry@cfpb.gov for consideration of option two below prior to travel. Below are the options available for COVID-19 testing at the CFPB:

* Option 1 (Routine): Third-Party Testing Site – COVID-19 tests will be conducted by a Third-Party and the results are required to be on company letterhead or similar documentation in order to be considered valid. Valid examples include a pharmacy, healthcare provider, or a state or local COVID-19 testing site. If COVID-19 tests from a Third-Party Testing Site are not free, CFPB federal employees may request reimbursement through the Test Reimbursement Process.
* Option 2 (Emergency): Home-test kits will not be considered except in special circumstances (e.g. no Third-Party testing is available within 40 miles of a CFPB federal employee’s duty location or testing cannot be accomplished in the timeframe to accommodate the employee to come into the office for business reasons). Specifically:
	+ For CFPB federal employees:
		- Request will be submitted to re-entry@cfpb.gov and include adequate justification explaining why they cannot go to a Third-Party test site. Employees will have to obtain the test on their own, but the CFPB would reimburse for the cost of the test with receipt of purchase (see Test Reimbursement Process below). The request will be routed to Chief Administrative Officer (CAO) and Deputy CAO (DCAO) for consideration and approval/disapproval
		- If the home test is approved, the employee will schedule a video call with re-entry@cfpb.gov within 3 calendar days of the desired date they desire to enter the building. The employee must conduct the nasal swab and show the test result on video
		- If the home-test generates a negative test result, re-entry@cfpb.gov will email the employee and copy Security Director with the “all clear” for the individual to enter the building. The Security Director to instruct Officers to allow access if the individual otherwise satisfies the symptom screening process in order to gain access to the CFPB facility and copy the staff member. Staff will show email from Security Director to Officers (for HQ entry) or RAOs (for regional office entry)
	+ For Contractors:
		- Contractors that are not fully vaccinated are required to obtain a negative test result from a Third-Party to in order to enter a CFPB facility. If an essential contractor personnel requires an emergency use of an at-home test, the vendor will need to validate (e.g. verify testing process including results on video) the negative test result for their employee. Contractors will be required to satisfy the symptom screening process in order to gain access to the CFPB facility.
	+ For Visitors:

Visitors[[4]](#footnote-5),[[5]](#footnote-6) that are not fully vaccinated will need to follow the Third-Party protocols described above. No home-test option will be available. Visitors will be required to satisfy the symptom screening process in order to gain access to the CFPB facility.

Approved Types of COVID-19 Tests

Agencies may utilize any viral tests authorized by [the Food and Drug Administration (FDA)](https://www.fda.gov/emergency-preparedness-and-response/mcm-legal-regulatory-and-policy-framework/emergency-use-authorization) to detect current infection. The two types of [viral tests that area accepted by the CFPB include the:](https://www.cdc.gov/coronavirus/2019-ncov/testing/diagnostic-testing.html)

* + [antigen tests](https://www.cdc.gov/coronavirus/2019-ncov/lab/resources/antigen-tests-guidelines.html), which are generally less sensitive than RT-PCR tests
	+ [nucleic acid application tests (NAATs)](https://www.cdc.gov/coronavirus/2019-ncov/lab/naats.html) such as reverse transcriptase polymerase chain reaction (RT-PCR) tests

Test Reimbursement Process

CFPB federal employees may submit for reimbursement of COVID-19 testing. The CFPB will only reimburse federal employees only. CFPB will not reimburse contractors or visitors for COVID-19 testing. The reimbursement process will include:

* A process similar to the existing desk/chair reimbursement process (supported by CFO) utilizing Sharepoint.
* Admin Ops will process requests for reimbursement within approximately 30 calendar days.
1. People are considered [fully vaccinated](https://www.cdc.gov/coronavirus/2019-ncov/vaccines/fully-vaccinated.html) for COVID-19 ≥2 weeks after they have received the second dose in a 2-dose series (Pfizer-BioNTech or Moderna), or ≥2 weeks after they have received a single-dose vaccine (Johnson and Johnson (J&J)/Janssen). This guidance can also be applied to COVID-19 vaccines that have been listed for emergency use by the World Health Organization (e.g., AstraZeneca/Oxford). [↑](#footnote-ref-2)
2. Based on guidance from the SFWTF, contractors and/or visitors may be subject to attesting to their vaccination status and provide a negative COVID-19 test result outside of the screening and testing process described in this document. [↑](#footnote-ref-3)
3. CDC added “up to date” definition, which means a person has received all recommended COVID-19 vaccines, including any booster dose(s) when eligible. **Fully vaccinated** means a person has received their primary series of COVID-19 vaccines. SFWTF testing guidance currently requires screening tests only for individuals who are **not fully vaccinated**. Therefore, CFPB will only require testing for individuals who have not received their primary series of the vaccine and will not consider booster shots at this time. [↑](#footnote-ref-4)
4. Continue treating Small Savers staff, parents, and children as “special visitors.” Special visitors are not required to be vaccinated, test, or complete symptom screening. Small Savers that are not CFPB employees have limited access to west-side of building of garage, basement, and 1st floor. Small Savers have separate safety protocols for staff and children. [↑](#footnote-ref-5)
5. Does not apply to emergency personnel (police, ambulance, fire, elevator repairs, etc.) and transient personnel (USPS, UPS, FEDEX etc.). [↑](#footnote-ref-6)